

**BOARD OF SELECTMEN  
TOWN OF HAMPTON FALLS**

**DECEMBER 01, 2021 – 6:00 PM  
TOWN HALL**

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**PRESENT:** L. Gargiulo, Chairman; M. R. Lane, Vice Chairman; E. B. Beattie, Selectman  
K. Anderson, Town Administrator; R. D. Webb, Town Secretary

Chairman Gargiulo called the meeting of the Board of Selectmen to order at 6:00 PM.

**OLD BUSINESS:**

**Financial Reports – General Fund Balance: \$855,910**

K. Anderson reported that with the recent revenues from tax payments, the town has covered its recent, temporary deficit and released previously withheld checks to the school.

**Executive: Accounts Payable:**

K. Anderson presented the accounts payable, payroll, and Treasurer's warrants for the Selectmen's consideration.

**MOTION: To accept:**

- 1) Accounts Payable Warrant #791 dated Nov. 22, 2021, in the amount of \$42,828.27**
- 2) Payroll Warrant #560 dated November 22, 2021, in the amount of \$36,096.49**
- 3) Treasurer's Warrant dated December 01, 2021, in the amount of \$9,542.00**

**MOTION: E. BEATTIE**

**SECOND: M. LANE**

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**Other Selectmen's Old Business:** K. Anderson summarized the Building Inspector's letter of November 30, 2021 regarding the Museum heating system upgrade, which was to go back to Option # 1 for the four (4) wall-mounted pump systems. L. Gargiulo explained that he and M. Lane had gone over to the Museum to view the space under consideration for upgraded heating and cooling. M. Lane said that installation of two (2) mini-splits, high on the walls, would be feasible. L. Gargiulo said that utility lines for those two mini-split units could be easily concealed in the walls of the adjacent kitchen and restroom spaces. And if it is determined that additional heat is needed in the kitchen and restroom spaces, then strips of baseboard electrical heat could be added in both of those small spaces. E. Beattie said that if it would be feasible to accomplish that way, that he would defer to L. Gargiulo and M. Lane who have mini-split units in each of their homes. Additionally, E. Beattie said that an advantage of the mini-splits is their rapid recovery ability to cool and/or heat spaces quickly. K. Anderson said that the town would go back to Palmer & Sicard Plumbing and Heating and ask them to rework their proposal with the revised specifications of: two (2) mini-splits with appropriate BTUs based on square footage, and to conceal the utility lines in the walls of the adjacent kitchen and restroom, and also provide pricing on optional baseboard electric heating strips in both kitchen and restroom. K. Anderson will also obtain quotes from additional companies. L. Gargiulo expressed concern about getting the parts ordered and wanting the system installed and operational as soon as possible. Beverly Mutrie expressed concern in the exterior location of the proposed condenser units, and their visibility from the overpass ramp coming over I-95. The Building Inspector subsequently confirmed that the condensers can both be located at the rear of the building.

**OLD BUSINESS PUBLIC COMMENT:** There was no Old Business Public Comment.

*Lou Gargiulo, Chairman – Mark R. Lane, Vice Chairman – Edward B. Beattie, Selectman*

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**Consent Agenda:**

- 1) **Tax Overpayments:** K. Anderson presented the overpayments of 2021 property taxes that need to be returned. This often happens when a town's tax rate decreases and a property has transferred. The prorated taxes paid at closing are based on the previous tax rate.
- 2) **Tax Abatements:** K. Anderson explained that there are three abatements related to campers at Wakeda Campground that were taxed in error.

**MOTION: To approve tax overpayments #742-750 in the amount of \$1,189.00, and also to approve tax abatement #739-741 in the amount of \$240.00.**

**MOTION: M. LANE**

**SECOND: E. BEATTIE**

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**NEW BUSINESS:**

**Executive: Proposed 2022 Meeting Schedule:** K. Anderson proposed a 2022 meeting schedule for the Board of Selectmen, based on the first and third Wednesdays of each month. The Budget Public Hearing is January 12<sup>th</sup>. K. Anderson proposed to move the January 5<sup>th</sup> regular meeting to January 12<sup>th</sup> (Second Wednesday) to combine it with the Budget Public Hearing. Additionally, she proposed that there may need to be a very brief meeting held on December 29<sup>th</sup> (fifth Wednesday) because the town will need to encumber any funds that have contracts out, but that are not yet completed in 2021, so there may be a few housekeeping items that the Board needs to clear-up before year-end. There was consensus among the Board of Selectmen to make those changes to their proposed meeting calendar for 2022.

**Executive: Proposed 2022 Budget:** The Board reviewed the budget yesterday November 30, 2021, and the Town Administrator presented the final Budget number for the Board's approval at this meeting. The Town Administrator requested the Selectmen vote to move that total number to the public hearing on January 12<sup>th</sup>, 2022.

**MOTION: To bring the proposed 2022 operating budget in the amount of \$2,980,822, to public hearing on January 12, 2022.**

**MOTION: E. BEATTIE**

**SECOND: M. LANE**

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**Planning:** Attorney Mary Ganz described that as part of the Planning Board's review of the application for a landscape supply business at 41 Lafayette Road it was discovered that over the years Brimmer Lane has encroached onto the private property now owned by Sam Patterson Real Estate Development, LLC. An easement has been prepared from the property owner to the Town of Hampton Falls for that portion of the property. K. Anderson requested that the Selectmen make a motion to accept the easement.

**MOTION: To accept the Easement from Sam Patterson Real Estate Development, LLC. to the Town of Hampton Falls.**

**MOTION: E. BEATTIE**

**SECOND: M. LANE**

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**Other Selectmen's New Business:** There was no other Selectmen's Old Business.

**NEW BUSINESS PUBLIC COMMENT:** There was no New Business Public Comment.

**Monthly Reports – Selectmen's Representative Reports:**

**Planning Board, Library Trustees, Tricentennial Committee – E. Beattie:** E. Beattie reported that there are houses under construction on Sanborn Road, as a result of the two-lot subdivision approved by the Planning Board earlier in 2021. The Planning Board and their subcommittee, the Ordinances and Regulations Committee, have been working diligently to bring some proposed Zoning Ordinance amendments forward to schedule a Public Hearing, and eventually to propose a Warrant article at March 2022 Town Meeting. The proposed amendments are to clarify some definitions, and to reduce redundancies within the Zoning Ordinance. L. Gargiulo asked about the status of the Airbnb discussion, and E. Beattie responded that it is part of the definitions to tighten up, and that the Planning Board would be making those decisions at its December meeting.

E. Beattie reported that the Library Trustees current issue of their proposed HVAC project was before the Selectmen yesterday morning, at the Final Budget Review meeting. The conclusion of that discussion was that although the current Board of Selectmen cannot encumber funds for next year (in 2022), that the current three Selectmen are all in support of utilizing the August 2022 ARPA tranche of funds for the proposed Library HVAC project.

E. Beattie informed the Board of Selectmen that the Tricentennial Committee meets next Monday, 12/06/2021, and there has been lots of progress in the development of ideas for programs and events for the Tricentennial Summer 2022. There is current discussion about potentially releasing a preliminary calendar of events as early as January 2022. E. Beattie met with the writer Colin Garcia, who is writing the History of Hampton Falls book, earlier in the week, and the Tricentennial Committee has decided to order/purchase 2,000 books for printing and sale. E. Beattie additionally described another book on the subject of the history of Hampton Falls, that was published fifty-years ago, which contains great, short vignettes of historical events and people, that he feels should be re-published.

**Parks & Recreation, LAS School Board, Rt. 1 Corridor Advisory Committee – M. Lane:** M. Lane informed the Board of Selectmen of the Parks and Recreation Commission's holiday events planned for Friday, December 10th, at the Town Common: the 2021 Tree Lighting & Decorating, starting at 5:45 PM, followed at 6:00-7:30 PM with the Granite State Bell Ringers.

M. Lane reported that there is a new subcommittee of the Parks and Recreation Commission, named the Depot Road Subcommittee of the Parks and Recreation Commission (DRSPR), which met for the first time Monday this week, where tasks were assigned and they decided to meet monthly. This is to be a short-lived sub-committee to conclude and report by March 1, 2022 to the Parks and Recreation Commission, who in turn will report to the Board of Selectmen, their research and analysis. The purpose of the DRSPR is to examine the current, proposed and potential future uses of "The Depot" and adjacent town-owned properties to determine and report on:

1. The short and long term environmental, economic, recreational, educational, historical, and

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traffic and safety consequences that those uses may have;

2. Recommendations as to the best uses of the property; and
3. How the development of those uses may be funded.

The March 2022 completion date was set so the town can take advantage of grant opportunities which require applications to be submitted by June, 2022. The DRSPR is planning to meet with Rails-to-Trails organizations, identify state grant opportunities, and identify environmental studies to examine regarding the Depot Road property.

The LAS Lincoln Ackerman School update from M. Lane was that the school may decide to propose to the Selectmen to request ARPA funds for a new electronic sign for public messages at the school, to replace the existing changeable copy sign. The idea was that an electronic sign could also be used for Public Safety messages, which is how the proposed project may be eligible for ARPA funds.

M. Lane stated that the Route 1 Corridor Advisory Committee has not had any recent meetings, as the Committee is awaiting the Final Report from the consultants (VHB & NHDOT). The consultants want to schedule a final Public Meeting in January 2022, and will distribute their draft version of the final report prior to the public meeting.

**Heritage Commission, Conservation Commission – L. Gargiulo:** L. Gargiulo reported that the Heritage Commission's work on printing a booklet on historical buildings and sites in Hampton Falls, that can be used for self-guided tours during the Tricentennial, is moving along, and that he has seen a draft of the work completed to date and it looks great. This booklet will be nice addition to the Tricentennial experience.

L. Gargiulo updated the Board of Selectmen that the Conservation Commission, at the Board of Selectmen's meeting November 17, 2021 authorized the Conservation Commission to hire a part-time Conservation Coordinator. Brianna O'Brien has been hired for a probationary period of six-months, and has been on-boarded this week, being sworn-in, etc. She will be working for the Conservation Commission for a maximum of six-hours weekly. The Conservation Commission is discussing installation of a fence on a town-owned property boundary where there has been an encroachment and enforcement issue.

**REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES: November 17, 2021**

**MOTION:** To approve the minutes of November 17, 2021 as written.

**MOTION:** E. BEATTIE

**SECOND:** M. LANE

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**PUBLIC COMMENT:** Beverly Mutrie, Brown Road, inquired about the status of the Route 1 Sewer Committee. K. Anderson responded that she reached out to the Seabrook Town Manager for an update on whether Seabrook was going to put the question to vote "at no cost to Seabrook residents", for the benefit of Hampton Falls. There was a brief engineering study of the capacity of the sewer plant, and the issue was left to the decision of the voters of Seabrook, as to whether they wanted to extend sewer service for the benefit of Hampton Falls, at no cost to them. Mr. Manzi indicated that Warrant article was not being proposed for 2022.

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E. Beattie commented that at the time of the engineering study a few years ago, Seabrook was at a 40% sewer capacity, so they had plenty of room for growth to potentially add Hampton Falls; however, since then, BJs has been developed, and Route 1 has been widened with additional development in northern Seabrook, which undoubtedly has diminished the overall potential sewer capacity available for Hampton Falls. An aspect needing consideration by Hampton Falls, E. Beattie further stated, was that the Ordinance and Regulations Committee of the Planning Board needed to re-examine the zoning districts of Business District North, and Business District South, prior to potential sewer extension along Route 1.

K. Anderson said that she is trying to get a meeting this month with the Seabrook Town Manager to discuss this issue in greater detail, to see if there would be a general referendum asking the voters if they would support a sewer extension to Hampton Falls, at no cost to them. January 7<sup>th</sup> is the deadline for warrant articles. If moved forward by Seabrook, then K. Anderson would anticipate establishing a Tax Increment Financing (TIF) district along Route 1 to pay for the sewer extension.

**ADJOURNMENT:**

**MOTION: To adjourn the Board of Selectmen's meeting at 6:40 PM.**

**MOTION: M. LANE**

**SECOND: E. BEATTIE**

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Next Selectmen's Meeting is scheduled for Wednesday, December 15, 2021, at 6:00 PM, Town Hall.